भा.क.नि.
CCI

भारतीय कपास निगम लिमिटेड
(भारत सरकार का उपक्रम, वस्त्र मंत्रालय)
The Cotton Corporation of India Ltd,
(A Govt .of India undertaking, Ministry of Textiles**)**
CIN:U51490MH1970GOI14733)

सूचना का अधिकार

निविदा सूचना / Tender Notice

भारतीय कपास निगम लिमिटेड आईसीएसी की 81वीं प्लेनरी बैठक के लिए स्मारिका की 525 प्रतियों की डिजाइन और छपाई के लिए महाराष्ट्र स्थित, प्राथमिकतः मुंबई स्थित फर्मों/कंपनियों से दो बोली प्रणाली में मुहरबंद निविदा आमंत्रित करता है। विस्तृत नियम और शर्तें सीसीआई की वेबसाइट www.cotcorp.org.in और सरकारी निविदा पोर्टल यानी www.eprocure.gov.in से प्राप्त की जा सकती हैं। निविदा जमा करने की अंतिम तिथि 6 नवंबर, 2023 को अपराह्न 03:00 बजे तक है।

The Cotton Corporation of India Limited invites Sealed Tenders in two bid system for designing and printing of 525 copies of Souvenir for 81st Plenary Meeting of ICAC from the firms/companies based in Maharashtra and preferably having an office in Mumbai. Detailed terms and conditions can be had from CCI website www.cotcorp.org.in and Govt. Tender Portal i.e. www.eprocure.gov.in Last date for submission of tender is upto 03:00 p.m. on 6-11-2023.

मुख्य महाप्रबंधक (वित्त/प्रशासन)

THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
Kapas Bhavan, Plot-No. 3A, Sector 10, CBD Belapur,
Navi Mumbai- 400 614. Telephone No. 27579217,
Fax No. 27579219.
Web site: http://www.cotcorp.org.in http://www.ministryoftextiles.gov.in
E-mail: headoffice@cotcorp.com

1	Title of the Tender	:	Designing and Printing of 525 copies of Souvenir (25 hard bound galley and 500 perfect bound) for 81st Plenary Meeting of ICAC
2	Tender Ref. No.	:	CCI/HO/Admin/ICAC/2023-24/ dated 28-10-2023
3	Product Category	:	Designing and Printing of 525 copies of Souvenir(25 hard bound galley and 500 perfect bound))
4	Sub Category	:	Designing and Printing
5	EMD	:	Rs.10000 /- (Rupees Ten Thousand only) Refer point no 3 of Tender Notice
6	First announcement Date		28-10-2023
7	Last Date & Time of Document Collection	:	All working days upto 6-11-2023 upto 3.00 p.m.
8	Last Date & Time of Submission	:	6-11-2023 upto 3:00 p.m
9	Opening Date & Time	:	6-11-2023. at 3.30 p.m.
10	Work description	:	Designing and Printing of 525 copies of Souvenir

Hard Bound Galley	Perfect Bound
1. **Size –** A4 (Vertical) 2. **Inner Pages** – 148 3. **Cover Pages** – 4 4. **Cover Pages Paper** - 130 GSM Matte Art Paper 5. **Inner Pages Paper** - 100 GSM Matte Art Paper 6. Four colour offset printing for Cover and text pages 7. Special effect of Spot UV/ Foil as per design for cover 8. **Qty**- 25 9. **Jacket**: 270 GSM imported eco natural card 10. **Aass Pass**: 4+4 pages printing 4 colour on 170 GSM Matte Art Paper 11. Section Sewn 12. **Language**: English	1. **Size –** A4 (Vertical) 2. **Inner Pages** – 148 3. **Cover Pages** – 4 4. **Cover Pages Paper** - 350 GSM Matte Art Paper 5. **Inner Pages Paper** - 100 GSM Matte Art Paper 6. Four colour offset printing for Cover and text pages 7. Special effect of Spot UV/ Foil as per design for cover 8. **Qty-** 500 9. Section Sewn 10. **Language**: English

11	Pre-Qualification	i)	Having experience of similar type of Designing and Printing work of any two Govt./PSU/Reputed Private Sector Company during last five years.(self-attested copy of work order/work completion certificate must be enclosed)
		ii)	Requisite EMD of Rs.10,000/- to be drawn on any scheduled bank. (Refer point no 3 of Tender Notice)
		iii)	Vendor must be based in Maharashtra and preferably having an office in Mumbai. Valid address proof in support of local address should be enclosed with the bid document.
		iv)	PAN No. (self attested copy must be enclosed)
		v)	GST No. (self attested copy of registration must be enclosed)

भा.क.नि.
CCI

भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
भारत सरकार का उपक्रम वस्त्र मंत्रालय के अंतर्गत
(A Government of India Undertaking, Affiliated Ministry of Textiles)

सूचना का अधिकार

प्रशासकीय एवं पंजीकृत कार्यालय कपास भवन :, प्लॉट न3.ए, सेक्टर न10., सी बी डी बेलापुर , नवी मुंबई614 400-
Admn & Registered Office : Kapas Bhavan , Plot No. 3A, Sector- 10, CBD Belapur, Navi Mumbai -400 614
निगमित पहचान संख्या :U51490MH1970GOI14733
दूरभाष/PHONE:27579217ग्राम/GRAM:COTCORPINDफैक्स/FAX:(022)27576030-9219-6069
E-mail: headoffice@cotcorp.com Web site: http://www.cotcorp.org.in,http://www.ministryoftextiles.gov.in

No. CCI/HO/Admin/ICAC/2023-24 Date: 28-10-2023

TENDER NOTICE

The Cotton Corporation of India Ltd., invites Quotation from reputed & experienced agencies /firms/individuals for Designing and Printing of 525 copies of Souvenir (25 hard bound galley and 500 perfect bound)for 81st Plenary Meeting of ICAC at Kapas Bhavan CBD Belapur, Navi Mumbai 400614.

Sr. No	Particulars of the work	Blank Tender Document Cost in Rs	E.M.D in Rs.	Date of completion after Issuance of Work Order
I	Designing and Printing of 525 copies of Souvenir (25 hard bound galley and 500 perfect bound),	NIL	**10000/-**	Draft copy of Souvenir shall be submitted for approval to the Corporation within 5 days from the providing the necessary inputs for Designing and Printing of Souvenir The Final printed Souvenir should be completed and delivered within 7 days from the date of final approval.

1. Interested Agencies/Firm may visit the location during all office working days i.e Monday to Friday from 28-10-2023 to 6-11-2023 by intimation to The Cotton Corporation of India Ltd. , Kapas Bhavan Plot No. 3A, Sector- 10, CBD Belapur, Navi Mumbai- 400 614 CCI Office contact No. 022-27579217 Extension No. 511/520.
2. The interested agency/Firm may submit their bids in the enclosed format on or before 6-11-2023, 3.00 p.m. at 5th Floor Kapas Bhavan, Plot No. 3A, Sector- 10, CBD Belapur, Navi Mumbai- 400 614. Bid also can be sent through postal/courier. However, bid received after 6-11-2023, 03:00 p.m. will not be considered.
3. Earnest money amounting to Rs. 10,000/- (Ten Thousand Rupees only) in the form of Crossed Demand Draft/ drawn on any of the scheduled Banks in favour of THE COTTON CORPORATION OF INDIA LTD., payable at Mumbai must be deposited after the work is allotted. MSE's registered firms shall enclose self-attested copy of registration for exemption of EMD for participating in tender, however, if work is allotted, then interest free security deposit/earnest money of Rs 10000/- (Ten Thousand Rupees only) has to be deposited within 3 days of issuance of work order.
4. Quotations shall be opened on the same day i.e. on **6-11-2023 at 03:30 p.m.**
5. Corporation reserves its right to accept or reject any quotation (s). However, tenderer may seek the reasons for rejection of their tender from the Corporation.

Chief General Manager (Fin/admin)

भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
भारत सरकार का उपक्रम वस्त्र मंत्रालय के अंतर्गत
(A Government of India Undertaking, Affiliated Ministry of Textiles)
प्रशासकीय एवं पंजीकृत कार्यालय कपास भवन :, प्लॉट न3.ए, सेक्टर न10., सी बी डी बेलापुर , नवी मुंबई614 400-
Admn & Registered Office : Kapas Bhavan , Plot No. 3A, Sector- 10, CBD Belapur, Navi Mumbai -400 614
निगमित पहचान संख्या :U51490MH1970GOI14733
दूरभाष /PHONE:27579217ग्राम/GRAM:COTCORPINDफैक्स/FAX:(022)27576030-9219-6069
E-mail: headoffice@cotcorp.com Web site: http://www.cotcorp.org.in,http://www.ministryoftextiles.gov.in

No. CCI/HO/Admin/ICAC/2023-24 Date:28-10-2023

Technical Bid – I
(Should be enclosed with envelope marked "A")

TECHNICAL SPECIFICATIONS:

For Designing and Printing of 525 copies of Souvenir (25 hard bound galley and 500 perfect bound) for 81st Plenary Meeting of ICAC

Hard Bound Galley	Perfect Bound
1. **Size –** A4 (Vertical) 2. **Inner Pages** – 148 3. **Cover Pages** – 4 4. **Cover Pages Paper** - 130 GSM Matte Art Paper 5. **Inner Pages Paper** - 100 GSM Matte Art Paper 6. Four colour offset printing for Cover and text pages 7. Special effect of Spot UV/ Foil as per design for cover 8. **Qty**- 25 9. **Jacket**: 270 GSM imported eco natural card 10. **Aass Pass**: 4+4 pages printing 4 colour on 170 GSM Matte Art Paper 11. Section Sewn 12. **Language**: English	1. **Size –** A4 (Vertical) 2. **Inner Pages** – 148 3. **Cover Pages** – 4 4. **Cover Pages Paper** - 350 GSM Matte Art Paper 5. **Inner Pages Paper** - 100 GSM Matte Art Paper 6. Four colour offset printing for for Cover and text pages 7. Special effect of Spot UV/ Foil as per design for cover 8. **Qty**- 500 9. Section Sewn 10. **Language:** English

Draft copy shall be submitted for approval to the Corporation within 5 days from the providing the necessary inputs for Designing and Printing of Souvenir.

2 versions of online proofing will have to be submitted. One printed dummy copy will have to be submitted before final approval.

The Final printed Souvenir should be completed and delivered within 7 days from the date of final approval. One PDF copy of high resolution and One PDF copy of low resolution is to be provided. Cover design and inside theme: 2-3 option has to be provided

Technical Eligibility Criteria:

1. Name of the firm with address:	M/s. _____ Official Address: _____ _____ City:-_____PIN: - Tel. No. (O) _____ (R) _____ Mobile No. _____
2. Vendor must be based in Maharashtra and preferably having an office in Mumbai.	Office Address:
3. Earnest Money Deposit Amount & their details: Drawn on any scheduled bank	Rs.10,000/- (Rupees Ten Thousand only) drawn on_____ Vide DD/PO No._____ date_____ _____ In favour of The Cotton Corporation of India Ltd. Mumbai/ Navi Mumbai is enclosed.
4. A Self attested Copy of their registration under NSIC (The National Small Industries Corporation Ltd.)/MSEs (Micro and Small Enterprises) or MSEs owned by SC/ST entrepreneurs	Registration No. under NSIC _____ Whether MSEs owned by SC/ST Yes / No Entrepreneurs
5. Registration with various authorities and their Nos. *(Self attested Copies of the same shall be enclosed)*	A. PAN No._____ B. GST No. _____

6. Experience Certificates The agency should have carried out at least two similar type of work in last three years of any Govt./PSU/Reputed Private Sector Company. *(Self attested copies of work order/ work completion certificate must be enclosed.)*	1.Name and address of the Agency: _____ Nature of Work Execution:_____ Period From _____to _____ 2.Name and address of the Agency: _____ Nature of Work Execution:_____ Period From _____to _____

Date: **Seal and Signature of Tenderer**

Place:

THE COTTON CORPORATION OF INDIA LTD.

CBD Belapur, Navi Mumbai - 400 614.

TERMS AND CONDITIONS:

1.	Evaluation of Technical Bid-I shall be as per technical elegibility criteria and Finacial Bids-II shall be opened of those tenderer who qualifies technically as per Technical Bid-I .
2.	Design and Art work of cover page and inner text, pages, processing plate making, printing, packing and delivery at address in mumbai shall be vendor's responsibility. Art and design work shall be shown to CCI for approval before printing. The printer should use copyright free images or should obtain copy right for using any images for designing.
3.	Vendor must be based in Maharashtra and preferably having an office in Mumbai.
4.	a) Earnest Money deposit amounting to **Rs.10,000/-** (Rupees Ten Thousand only) in the form of Crossed Demand Draft/Pay Order drawn on any scheduled Banks in favour of "The Cotton Corporation of India Ltd." payable at Mumbai/Navi Mumbai must accompany the Technical Bid-I. The EMD of the unsuccessful bidders will be refunded without any interest. b) If the tenderer is registered under NSIC (The National Small Industries Corporation Ltd.)/MSEs (Micro and Small Enterprises) or MSEs owned by SC/ST entrepreneurs should enclose self attested copies of their registration along with the Technical Bid-I. Such tenderers shall be exempted for payment of earnest money deposit.
5.	If the tenderer neglects or refuses for their rates quoted after submission of their tender to comply with the above conditions or any of them, the earnest money deposit already paid shall be forfeited. Further, if the sucessful tenderer refuses to supply or do not execute the printing order the earnest money deposited shall be forfeited and future business dealings shall be restricted for 5 years.
6.	The party who has been banned by CCI for future business dealings will not be entitled to participate in this tender.
7.	Rates should be quoted inclusive of all levies & taxes(excluding GST), transportation etc.,
8.	The tenderer should enclose self attested copies of their GST and PAN No.
9.	No escalation in rate shall be considered during the work contract period.
10.	Interested parties may visit the office before quoting their unit rate to understand the nature of work.
11.	Extension of time for completion of work shall not be granted except under natural calamities and other unseen reasons.
12.	2 versions of online proofing will have to be submitted. One printed dummy copy will have to be submitted before final approval.
13.	Draft copy shall be submitted for approval to the Corporation within 5 days from the providing the necessary inputs for Designing and Printing of Souvenir. The Final printed Souvenir should be completed and delivered within 7 days from the date of final approval. If not supplied within stipulated period then liquidity damage will be @1% per week or part thereof subject to maximum of 10%.
14.	After printing of Souvenir, it has to be delivered at the address (in Mumbai) which will be provided by Corporation separately.
15.	One PDF copy of high resolution and One PDF copy of low resolution is to be provided.
16.	Cover design and inside theme: 2-3 option has to be provided
17.	After issuance of Work order, Sample paper as per specification given is to be submitted immediately
18.	The Corporation shall release payment after satisfactory completion, delivery of the Souvenir and on receipt of bill within 10 days. TDS shall be deducted as per applicable rate.
19.	The Corporation reserves its right to accept or reject any tender (s). However, tenderer may seek the reasons for rejection of their tender from the Corporation.

Chief General Manager (Fin/admin)

(Should be submitted on letter head of the reputed & experienced firms)

Date: _____

To,
The Cotton Corporation of India Ltd.,
Kapas Bhavan, Plot No.3A, Sector-10,
CBD, Belapur
Navi Mumbai- 400614

Sub: **Submission of tender for Designing and Printing of 525 copies of Souvenir for 81st Plenary Meeting of ICAC**

Dear Sir,

1 I/We have read and understood all the terms & conditions of the tender notice vide ref. no. CCI/HO/Admin/ICAC/2023-24/ dated 28-10-2023 and other instructions and hereby undertake to abide by them.

2 I/We are enclosing herewith, Demand Draft/ Pay Order No. _____ dated. _____ for Rs.10,000/- (Rupees ten thousand only) drawn on _____ towards earnest money deposit.

Or

I/We are enclosing herewith self attested copies of registration under the NSIC (The National Small Industries Corporation Ltd.)/MSEs (Micro and Small Enterprises).

3 I/We have filled and signed each page of the tender document and the same is enclosed herewith.

4 I/We hereby declare that tender document has been downloaded from CCI website www.cotcorp.gov.in/www.eprocure.gov.in and it is submitted in original without any alterations/modifications/ deletions/additions.

Seal and Signature of tenderer

Name

Full address:

Financial Bid

(Party should submit FINANCIAL BID on their letterhead**)**

To,

Date :

Chief General Manager (Fin/admin)
The Cotton Corporation of India Ltd.,
Kapas Bhavan,
Plot No.3A, Sector 10,
CBD Belapur,
NAVI MUMBAI – 400 614

Sir,

Sub: Submission of tender for Designing and Printing of 525 copies of Souvenir for 81st Plenary Meeting of ICAC

Ref : Your tender notice no. No. CCI/HO/Admin/ICAC/2023-24 dated 28.10.2023

We are submitting our offer for the said work as below:-

(Amoutn in Rs.)

Sl. No.	Description	Qty.	Unit rate (per copy) (Inclusive of all components, excluding GST)	Total Amount (Inclusive of all components, excluding GST)
I	II	III	IV	V
1.	Designing and Printing of 500 copies of Perfect Bound Souvenir for 81st Plenary Meeting of ICAC	500 copies		
2	Designing and Printing of 25 copies of Hard Bound Galley for 81st Plenary Meeting of ICAC	25 Copies		
Grand Total		525 Copies	-	

1. L-1 will be decided on the basis of Grand Total amount of Column No V .
2. Cost of images whether stock footage or photographed should be include in above rate only.
3. The delivery of printed copies should be made within 7 days from the date of final approval. The vendor will have to delivery copies at the address (in Mumbai) which will be provided by Corporation separately. No separate delivery charges will be payable to vendor.
4. GST no. of the Cotton Corporation of India Ltd. is 27AAACT4053B1ZS. GST No. of the Corporation should be mentioned on the final Invoice for payment.

Date :
Place :

Seal and Signature of Tenderer